

WASHINGTON PARISH COUNCIL



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WASHINGTON PARISH COUNCIL MEETING

MINUTES of proceedings for the monthly meeting of Washington Parish Council held on Monday 2nd September 2024 in Washington Village Hall (Doré Room), School Lane, Washington, RH20 4AP.

PRESENT: Cllr S Buddell (Chairman), Cllr A Dillaway, Cllr B Hanvey, Cllr P Heeley, Cllr T Keech, Cllr A Lisher (Vice-Chairman), Cllr G Lockerbie, Cllr A Perkins and Cllr R Scovell.

IN ATTENDANCE: Cllr J Grech (HDC), Cllr E. Beard (HDC) and Cllr C. Fisher (HDC)

ALSO: Clerk to the Council

ABSENT: Cllr Luckin and Cllr Thomas

The Chairman opened the meeting at 7:33 hours

FC/24/9/1 Apologies for Absence

The Council **RESOLVED** to **ACCEPT** apologies for absence from Cllr Luckin and Cllr Thomas.

FC/24/9/2 Declaration of Members' Interests.

No interests declared as defined under the Localism Act 2011 and the Council's Code of Conduct.

FC/24/9/3 Minutes of the last Full Council Meeting

The Council **RESOLVED** to **APPROVE** the [Minutes of the Full Council Meeting on 5th August 2024](#).

FC/24/9/4 Public Session

A Member of the Public spoke in support of his application references for [SDNP2402793/LDE](#) and [SDNP/24/02793/LIS](#) at Corner Cottage, The Street, RH20 4AS and responded to published comments of objection. Cllr Lisher advised that the Council's comments would be delegated to its Planning & Transport Committee by email and that they would take the applicant's points into consideration from the public session. The applicant agreed to welcome the Committee Members to a site visit on 5th September and respond to any further questions.

Three Members of the Public left the meeting

**FC/24/9/5 Reports from County and District Councillors
WSCC Reports**

A handwritten signature in blue ink, appearing to be 'R', is located in the bottom right corner of the page.

Cllr Marshall was not in attendance and gave his apologies before the meeting.

HDC Reports

Cllr Beard advised the following:

- Pub wall: HDC Senior Planning Compliance Officer had confirmed the wall will be rendered. Further updates would be provided after a planned visit by the Conservation Officer.
- The Kia garage planned to relocate its Triumph bike business to a site in Bury.
- Kia garage management would look into displaying notices to identify their sales cars parked off-site around the village, as agreed at the site meeting with Cllr Beard, Cllr Luckin and Cllr Thomas in May 2024.

Cllr Grech advised the following:

- HDC had not renewed its contract to provide a planning service for the SDNPA. Cllr Grech and Cllr Fisher agreed to find out if they would be able to make representations for the Parish Council on applications in the parish which fall within the Park boundary.

Cllr Fisher advised the following:

- HDC will be moving to its new offices at Swan Walk in stages over the next coming months.
- Washington Councillors are welcome to attend the Storrington Traffic Group's next meeting on Thursday 5th September.
- The objectives of the Traffic Group's leaflet is to address the massive traffic pollution problem in Storrington which also affects parts of Washington, and which could not be achieved without the help of WSCC and HDC. Meetings of the group were open to representatives for both Authorities.

FC/24/9/6 To Report on Actions and Matters Arising from the last meeting

The Actions list was discussed and noted and it was **RESOLVED** to add the following actions previously resolved by the Council:

- To Consider contracting out the Council's payroll - Clerk to further research the options previously put forward.
- To seek reimbursement from the Council's website and email host at the end of the financial year for the cost of the Premium hosting package if it was unused.

FC/24/9/7 Planning:

It was noted that the Council's comments for the following applications will be delegated to the Planning & Transport Committee by email consultation because the deadline for public comments expires before the next meeting:

[SDNP2402793LDE Corner Cottage The Street, Washington RH20 4AS](#)

Application to confirm the continuous use of annex for short-term lets for a period in excess of ten years (Lawful Development Certificate Existing)

[SDNP/24/02793/LIS - Corner Cottage The Street Washington RH20 4AS](#)

Installation of internal gas boiler, replacement sink, oven, cast iron radiators, external waste pipe and doors (Retrospective), and installation of EV charging point, replacement roof with Solar slate tiles, 2No. rooflights, and Air Source Heat Pump. (Listed Building Consent)

[DC/24/1255 - Rock House Cottage The Hollow Washington West Sussex](#)

Demolition of external room and entrance canopy. Erection of a single storey side extension and remodelling of entrance (Listed Building Consent).

[DC/24/a1194 - Spring Gardens Nursery Spring Gardens Washington West Sussex](#)

Application to confirm the continuous use of existing building used as agricultural storage, car repair / mechanics / agricultural maintenance garage and general B8 storage purposes for a period in excess of ten years. An extension to the building was completed more than 4 years prior to the date of the application (Lawful Development Certificate - Existing).

To Ratify approval of comments delegated to the Planning & Transport Committee for the following applications:

[DC/24/0960- Walscombe Hampers Lane Storrington West Sussex](#)

Erection of a single storey rear extension, erection of a front porch and associated alterations

The Council **RESOLVED** to **RATIFY** the Planning & Transport Committee's resolution to make **NO OBJECTION** to this application.

Planning Decisions:

The Chairman reported on HDC's email to Councillors (15th August) that planning applications which are outside their target timescales, would be included in a backlog clearance for delegation to Officers, week commencing 16th September. The Chairman referred to Cllr Grech's follow up email and the uncertainty as to whether the Doggy Day care application would be included. A decision by Committee had been anticipated due the high number of local objections to the plans since registration last December.

Planning compliance matters

The Council noted the updates on compliance investigations into alleged breach of condition 4 attached to planning application reference SDNP/22/01589/CND and an investigation into the materials used for the pub garden wall application regarding planning application reference SDNP/22/04274/DCOND, reported earlier in the meeting.

FC/24/9/8 Storrington & Sullington and Washington Neighbourhood Plan (SSWNP)

The Council noted that a Teams Meeting with Maureen Chaffe to review the Neighbourhood Plan policies would be confirmed by the Storrington & Sullington Parish Council Locum Clerk.

Washington Members of the Steering Group had previously shared a selection of dates they can be available for this.

FC/24/9/9 To Agree action on any urgent matters for consideration

None raised.

FC/24/9/10 Savings Account

To Consider a motion to open a new higher interest business savings account for the transfer of funds from the Council's Nationwide account.

It was previously reported that the Council had been unable to transfer £50k funds from its Nationwide business savings account to the bank's 6-month fixed account at 4.8% interest.



agreed at the last meeting, because it had been suspended for an unspecified time.

A copy of Cllr Heeley's report on other [fixed savings options](#) which are parish council-friendly, was circulated and discussed.

Cllr Heeley reported that the Redwood Bank offered the only suitable option. He proposed that £50k was transferred to the bank's 12-month savings account fixed at 5.05% , which would generate £2,525 interest at the end of the term. He reported that this would allow the Council to better spread its risk between three separate banking institutions, keeping funds below the £85k threshold protection by the Financial Services Compensation Scheme. The Council currently holds funds with Lloyds and Nationwide banks. Cllr Heeley reported that the Redwood Bank was parish council-friendly and recommended by several council clerks on the Society of Local Council Clerks forum

The Clerk advised against locking such a significant amount of the Council's reserves into a longer-term account which does not permit early closure. The Clerk explained the need for such a small council to have sufficient reserves to cover unforeseen and emergency expenditure, particularly with seven months remaining of the financial year.

A Councillor expressed similar concerns about locking public monies into a long term fixed account. Another Councillor questioned the need for a 12-month term and its benefits when there had not been any expression of interest for one at the last meeting. He reported that the Nationwide's triple-access Savings account at 4.10%, was currently available, and offered a better solution, with no loss of interest for up to three withdrawals during its term.

It was noted by other Councillors that the rate on the triple-access account was variable and not fixed. Several Councillors agreed that the majority of the Council's reserves remained unspent each year and that there were sufficient funds to comfortably cover the remaining financial year. There was a majority consensus that it made good financial sense to invest the funds in an account which offered a better and more reliable return of investment for public monies.

Following a discussion, the Council **RESOLVED** to **AGREE** to transfer £50k from the Nationwide Business Savings Account into the proposed Redland account. The £35,000 balance to remain in the existing Nationwide account to benefit from the FSCS protection. Two Councillors abstained from voting.

FC/24/9/10 Grant application

To Consider a [grant application](#) from available CIL monies for £4,900 for the Village Hall's soundproofing project.

The grant application for £4,900 from the Village Hall for their soundproofing project was previously circulated with quotations from contractors.

Following a discussion, the Council **RESOLVED** to defer a decision pending a meeting with the applicant, Cllr Hanvey and Cllr Keech to discuss the hall's projects and the Council's proposed approach to grant funding. Cllr Keech agreed to make the arrangement.

2024/25 Interim Audit

It was noted that the Council's annual interim audit to be conducted by Mulberry & Co on 30th September will be rearranged once the Clerk returns from planned medical leave.

FC/24/9/14 Chairman's Announcements

There were no announcements.

FC/24/9/15 Exclusion of the Press and Public

The Council **RESOLVED** to exclude the Public and Press pursuant to section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 and the Council's Standing Orders from the next item which contains confidential staffing information.

FC/24/9/16 Emergency delegation

The Council discussed and **RESOLVED** to **ADOPT** a [Temporary Emergency Scheme of Delegation](#)

FC/24/9/17 Date and time of the next meetings

The Council noted the following meeting dates and it was **RESOLVED** that Cllr Dillaway would minute the OSRA meeting and Cllr Heeley would minute the PT meeting in the Clerk's absence:

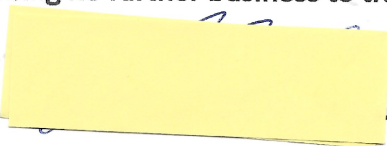
Planning & Transport (PT) Committee: **Monday 16th September 2024, 7:00pm.**

OSRA (Open Spaces, Recreation Ground and Allotment Committee: **Monday 16th September 2024, 7:45pm.**

Full Council Meeting: **Monday 7th October 2024, 7:30pm.**

There being no further business to transact, the Chairman close the meeting at 8:55pm.

Signed.....



Dated.....

7/10/24